



## DEPARTMENT OF THE NAVY

COMMANDER  
NAVY REGION, MID-ATLANTIC  
1510 GILBERT ST.  
NORFOLK, VA 23511-2737

COMNAVREGMIDLANTINST 1710.10A

PMSS-PM1

**MAR 16 2005**

### COMNAVREG MIDLANT INSTRUCTION 1710.10A

Subj: MORALE, WELFARE AND RECREATION (MWR) RECREATION CENTERS  
AND LIBERTY PROGRAMS

Encl: (1) Storefront Specific Eligibility Requirements  
(2) Hours of Operation at Storefronts

1. Purpose. To provide policy and procedures for the operation of the Morale, Welfare and Recreation (MWR) Department Recreation Centers and Liberty Programs. The Recreation Centers and Liberty Programs are intended to develop/improve social skills and meet leisure needs of Sailors and geographical bachelors between the ages of 18 and 25 and provide passive and active recreational activities, programs and services in a safe environment and foster the positive use of free time.

2. Cancellation. COMNAVREGMIDLANTINST 1710.10

3. Elements

a. Recreation Center Services

- (1) Billiard Tables
- (2) Ping Pong Tables
- (3) Video Games
- (4) TV Viewing Areas
- (5) Internet Computers
- (6) Listening/Sound booth areas
- (7) Navy Motion Picture Theatre/Viewing Services
- (8) Game Checkout/Play Areas

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b. Liberty Programs

(1) Tournaments - pool, darts, board games

(2) Special Events - Superbowl parties, holiday theme events, barracks parties, cookouts and regional programs

(3) Off Base Trips - theme parks, skiing, fishing, whitewater rafting, sporting events and local volunteer opportunities

(4) Skills Development classes - rock climbing and surfing

(5) Outreach Programs - Marketing

4. Eligibility

a. Recreation Centers. Eligibility is open to all active duty military, reservists, merchant marines and retired personnel. Each eligible patron is authorized one guest over the age of 18 to use all services offered in the facility. Regional storefronts reserve the right to tailor eligibility to accommodate their population base. Enclosure (1) provides site specific eligibility requirements for the Mid-Atlantic Regional Recreation Centers.

b. Liberty Programs. Priority will always be provided to the target population as described above, however, all active duty may participate without discrimination. Active duty service members may invite one guest 18 years and over, however, the guest must remain with their sponsor throughout the Recreation Center/Program.

5. Hours of Operation. Core hours of operation will be 1100-2100 hours daily. However, storefronts may vary hours and days of operation to accommodate different population bases. Enclosure (2) provides site-specific hours of operation for the Mid-Atlantic Regional Recreation Centers.

6. Fees and Charges. Fees and charges shall be determined on a program by program basis and promulgated by separate notice. The goal should be to break even financially.

7. General Regulations

- a. Patrons must present a valid military ID card.
- b. The consumption or possession of alcoholic beverages is permitted only in facilities with existing bar operations. No outside alcohol is permitted in the facility. Alcohol purchased must be consumed on premises.
- c. Dress is the uniform of the day or appropriate civilian attire. All applicable Navy uniform and dress standards will apply. The duty manager has the authority to remove customers whose attire is not appropriate such as ripped, torn, dirty tee shirts with profanity, clothing that does not adequately cover the body and so forth.
- d. Gambling is prohibited.
- e. Loud, boisterous, or offensive language is prohibited. Proper decorum is expected at all times.
- f. Patrons are responsible to replace equipment broken by misuse or abusive behavior. Replacement will be based on the cost of new equipment.
- g. Refunds are not permitted unless a program is cancelled by the Liberty Program. If this should happen, patrons will be entitled to full reimbursement.
- h. Patrons are not permitted behind the workstations at anytime.
- i. Pets are not permitted on the premises at any time.
- j. Patrons are not to sit or lie on billiard/game tables.
- k. Use of Internet access for hacking or destruction of internet hardware or software is prohibited.

8. Authority of the Duty Manager. Personnel creating a disturbance or acting in an unbecoming manner, or inappropriately dressed while in a facility or at a program will be asked to leave. The appropriate police or security office will be notified for assistance. Offenders will not be

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permitted to participate in Liberty Programs or facilities until the incident has been investigated. Personnel should be aware that such behaviors could result in withdrawal of privileges to use any facility or program operated by MWR.

A handwritten signature in black ink, appearing to read "M A Collins".

M. A. COLLINS

By direction

Distribution: (<http://www.cnrma.navy.mil>)

All Region MWR Functional Directors

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**MWR Mid-Atlantic Recreation Center/Liberty Program Site Specific Eligibility**

1. **Naval Station Norfolk Bldg. C-9/Bldg. Q-80 Wind & Sea -**  
Eligibility is open to active duty military, reservists, merchant marines, retired personnel and one guest over the age of 18. Dependents over the age of 18 are authorized to use all services offered in the facility.
2. **Naval Station Norfolk Bldg. C-9 Wind & Surf -** Eligibility is open to active duty military, reservists, merchant marines, retired personnel and one guest over the age of 18. Dependents over the age of 18 are authorized to use all services offered in the facility.
3. **Yorktown Weapons Station City Limits -** Eligibility is open to active duty military, reservists, merchant marines, retired personnel and one guest over the age of 18. Dependents over the age of 18, DOD employees and civilian contractors are also eligible to use the facility but only on space availability.
4. **Cheatham Annex Community Center -** Eligibility is open to active duty military, reservists, merchant marines, retired personnel and one guest over the age of 18. Dependents over the age of 18 are also authorized to use all services offered in the facility. Department of Defense employees and civilian contractors are also eligible to use the facility but only on space availability.
5. **Northwest Annex Joint Forces Recreation Center -** Eligibility is open to active duty military, reservists, merchant marines, retired personnel and one guest over the age of 18. Dependents over the age of 18 and DOD employees are eligible to use the facility but only on space availability.
6. **Norfolk Naval Shipyard Rusty Anchor Recreation Center -**  
Eligibility is open to active duty military, reservists, merchant marines, retired personnel and one guest over the age of 18. Dependents over the age of 18 and DOD employees are eligible to use the facility but only on space availability.

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**7. Naval Amphibious Base Little Creek Foc'sle Recreation**

**Center** - Eligibility is open to active duty military, reservists, merchant marines, retired personnel with one guest over the age of 18. Dependents over the age of 18, DOD employees and civilian contractors are eligible to use the facility.

**8. Dam Neck Annex Oasis Recreation Center** - Eligibility is open to active duty military, reservists, merchant marines, retired personnel and one guest over the age of 18. Dependents over the age of 18 are authorized to use all services offered in the facility.

**9. Oceana Great Escape Recreation Center** - Eligibility is open to active duty military, reservists, merchant marines, retired personnel with one guest over the age of 18. Dependents over the age of 18, DOD employees and contractors are also eligible to use the facility.

**10. Huntington Hall Recreation Center** - Eligibility is open to active duty military, reservists, merchant marines, retired personnel and one guest over the age of 18. Dependents over the age of 18 are authorized to use all service offered.

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HOURS OF OPERATION AT STOREFRONTS - RECREATION CENTERS

<u>Storefront</u>	<u>Facility</u>	<u>Hours/Days</u>
NAVSTA NORFOLK	C-9 Wind and Sea	Mon-Fri - 1100-2400 Sat - 1200-2400 Sun - 1200-2300 Holiday - 1200-2000
	Q-80 Wind and Sea	Mon-Sun - 1100-2100 Holiday - Closed
	C-9 Wind and Surf (2nd floor)	Mon-Fri - 1100-2300 Sat - 1200-2400 Sun - 1200-2300 Holiday - 1200-2000
	C-9 Wind and Surf (1 <sup>st</sup> floor)	Mon-Fri - 1600-2300 Sat - 1700-2400 Sun - 1700-2400 Holiday - 1600-2000
	Q-80 Wind and Surf	Mon-Sun - 1100-2100 Holiday - Closed
NNSY	Rusty Anchor	Mon-Fri - 1100-2100 Sat-Sun - 1200-2200 Holiday - 1200-2000
Northwest Annex	Joint Forces Rec Center	Mon-Wed - 1100-2100 Thur - 1100-1900 Fri-Sat - 1100-2200 Sun-Holiday 1100-1900
Yorktown Cheatham Annex	Community Center	Mon and Fri - 0700-1530 Tues-Thurs - 1800-2100 Sat-Sun-Holiday-Closed
NWS Yorktown	Snack Bar	Mon-Thurs - 1700-2000 Fri - 1000-1330 Sat-Sun-Holidays Closed *(Unless ships are in)
	Rec Center	Mon-Fri - 1100-2100 Sat-Sun - 1200-2000 Holiday - Closed
	All Hands Lounge	Mon-Fri - 1600-2400 Sat-Sun-Holiday Closed *(Unless ships are in)

Encl (2)

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<u>Storefront</u>	<u>Facility</u>	<u>Hours/Days</u>
NAB Little Creek	Foc'sle Rec Center	Mon-Thur-Fri - 1100-2100 Sat-Sun - 1200-2200 Holiday - 1200-2000 Tues-Wed - Closed
NAS Oceana, Dam Neck Annex	Oasis Rec Center	Mon-Fri - 1100-2100 Sat-Sun - 1200-2200 Holiday - 1200-2000
NAS Oceana	Great Escape	Mon-Fri - 1100-2100 Sat-Sun - 1200-2200 Holiday - 1200-2000
	Snack Bar	Mon-Fri - 1100-2000 Sat-Sun-Holiday - Closed
Huntington Hall	Rec Center	Mon-Fri - 0500-2300 Sat-Sun-Holiday 0800-2200